

**APPLICATION FOR RECLAIM OHIO FUNDS FROM LUCAS COUNTY
JUVENILE COURT**

Funding Period July 1, 2004 through June 30, 2005

SECTION I. GENERAL INFORMATION.

Program Name: _____

Address: _____

Hours/Days of Operation: _____

Name Program Manager _____

Signature: _____

Phone Number: _____ FAX Number _____

E-Mail _____ Pager/Cell Phone _____

Mission Statement of Program:

Attachment ___yes ___no (if yes mark as Attachment 1)

SECTION II. PROGRAMMATIC.

Referral Process – on a separate page (identified as Attachment 3 – Referral Process) outline in detail the referral process. Include the criteria for receiving cases, process or assessment used to determine eligibility, rejection process, time frames, and how this is communicated to referral source.

Number of minimum contacts (per month):

_____ number of office face to face visit contacts with each youth

_____ number of home/community face to face contacts with each youth

_____ number of face to face contacts with each youth's parents

_____ number of telephone contacts with each youth's parents

_____ number of collateral contacts (program managers contact with other service providers, schools)

List other type of contacts and monthly numbers:

Attachment ☐ yes ☐ no (if yes mark as Attachment 2)

Please check the nature of the type of program services offered.

- ☐ Educational
- ☐ Psychoeducational
- ☐ Substance Abuse Treatment
- ☐ Mental Health Treatment
- ☐ Other_____

Describe the theory that provides the foundation for the program.

Attachment _____yes _____no (if yes mark as Attachment 3)

Describe your system of graduated responses to behavior (i.e. sanctions and rewards).

Attachment _____yes _____no (if yes mark as Attachment 4)

Detail policy and procedures for youth who fail to attend program sessions.

Attachment ____yes ____no (if yes mark as Attachment 5)

If applicable, describe the program's policies and procedures for transporting youth.

Attachment ____yes ____no (if yes mark as Attachment 6)

Describe what elements must exist to terminate a case successfully.

Attachment ____yes ____no (if yes mark as Attachment 7)

Describe what elements must exist to terminate a case unsuccessfully.

Attachment _____yes _____no (if yes mark as Attachment 8)

Describe what elements must exist to put a case on inactive status.

Attachment _____yes _____no (if yes mark as Attachment 9)

SECTION III. COMPREHENSIVE STRATEGY.

Lucas County is a comprehensive strategy community. The Comprehensive strategy group identified five local risk factors that have a significant impact on Lucas County children and families (refer to Definition Section pg. 11). This program will impact the following (check all that apply):

(1) FAVORABLE PARENTAL ATTITUDES AND INVOLVEMENT IN THE PROBLEM BEHAVIOR .

_____ adult violent crime arrests

_____ adult drug offense arrests

(2) FRIENDS WHO ENGAGE IN PROBLEM BEHAVIOR

_____ alcohol use in 8TH, 10TH, & 12TH grades

_____ marijuana use in 8TH, 10TH, & 12TH grades

_____ cigarette use in 8TH, 10TH, & 12TH grades

_____ alcohol use in 8TH, 10TH, & 12TH grades

_____ cocaine use 8TH, 10TH, & 12TH grades

_____ teen pregnancy rate

(3) ACADEMIC FAILURE BEGINNING IN ELEMENTARY SCHOOL

_____ dropout rate

_____ graduation rate

_____ reading proficiency

_____ math proficiency

(4) EARLY INITIATION IN PROBLEM BEHAVIORS

_____ alcohol use in early grades

_____ marijuana use in early grades

_____ cigarette use in early grades

_____ cocaine use in early grades

(5) FAMILY MANAGEMENT PROBLEMS

_____ number of children in substitute care

_____ incidences of substantiated child abuse or neglect

_____ NONE OF THE ABOVE

PROTECTIVE FACTORS (Refer to Definition Section, page 12)

The program will increase the following Protective Factors (check all that apply):

- ☐ Strengthening healthy beliefs and clear standards for behavior.
- ☐ Building bonding to family, school, and or positive peers.
- ☐ Providing opportunities for meaningful contribution and teaching skills necessary for contributing
- ☐ recognizing skillful performance

SECTION IV.DOCUMENTATION.

Case files shall be maintained on each youth referred and shall include, at a minimum, the following current information:

- case notes
- type of contacts
- collateral contact information
- assessments
- attendance records
- copies of reports required by the court
- drug test results
- release of information forms

Case files and attendance verification must be available to court administrative staff and/or designee to verify contract compliance. All documents and information pertaining to youth served in this program shall be considered confidential and shall not be released to another agency without Court authorization.

Are you able to comply with documentation requests ☐ yes ☐ no

State reasons if unable to comply with above Documentation requirements.

Describe the method of client contact and attendance verification used (i.e. signature logs).

SECTION V. REPORTING.

A. Verbal Updates – the program should be prepared to provide verbal updates at the request of Probation Officers, Judicial Officials and Court Administrative Staff on any youth referred to the program.

B. Filing of Motions – AWOL Reports – if a youth has absconded or is not reporting, the program must notify the Probation Officer or designated Court official via telephone within 48 hours. The Probation Officer or designated Court official overseeing the case will determine when a Motion to Show Cause shall be filed. If a Probation Officer is not assigned to the case, the program will be expected to file a Motion to Show Cause with the Lucas County Juvenile Clerk of Court.

C. Monthly Reports: Monthly Reports must be submitted to the Probation Administrator. Format for the Monthly Reports will be provided by Probation Administration.

D. Quarterly Reports – Quarterly Reports must be submitted to the Probation Administrator or her designee by the 10th day of October, January, April and July. Quarterly Reports shall include at least the following: number of referrals accepted during the quarter, number of active cases accepted during the quarter, number of total terminations during the quarter, number of successful, unsuccessful and other terminations during the quarter. Forms to be completed by the program will be given to each program.

E. Annual – Annual Reports must be submitted within 30 days of the end of the Fiscal Year (for DYS reporting purposes) and within 30 days of the end of the Calendar Year (for the LCJC Annual Report). Reports shall include: number of referrals accepted during the contract period, number of active cases accepted during the contract period, number of total terminations during the contract period, number of successful, unsuccessful and other terminations during the contract period. A narrative of the programs progress should also be included. Forms to be completed by programs will be given to the agency.

F. Incident Reports – An incident report shall be submitted to the Department Administrator for the following reasons:

1. Youth is injured and requires medical attention.
2. An incident occurs which compromises the safety of the youth or the integrity of the program.

G. Contact providers must notify their Court Contact anytime a referral is placed on inactive status, the reason for the status change, and the effective date.

H. Contract providers must notify their Court contact anytime a referral is terminated, the type of termination, and the effective date.

COURT OPERATED PROGRAMS ONLY

I. Referrals – Must be entered into the Juvenile Probation Information System (JPI), as directed in the JPI manual.

J. Progress Reports: Progress reports must be maintained in the youth's case note file as dictated by Probation Department policy and procedure.

K. Inactive Cases: Must be entered into the Juvenile Probation Information System (JPI), as directed in the JPI manual.

L. Terminations- Must be entered into the Juvenile Probation Information System (JPI), as directed in the JPI manual.

Are you able to comply with reporting requests _____ yes _____ no

State reasons if a reporting requirement can not be fulfilled. If a reporting requirement is not applicable to your program, specify the reason.

Note: The Lucas County Juvenile Court will maintain a database on all active cases in the program. If a case is considered active in the database, it is the expectation of the Court that services, as described in the application, are being provided in full to the youth. Thus, it is extremely important that the above reporting requirements be followed.

DEFINITIONS/GLOSSARY OF TERMS/CONCEPTS

ADJUDICATION:	The process of rendering a judicial decision as to whether the facts alleged in a petition or other pleading are true. An adjudicatory hearing is that court proceeding in which it is determined whether the allegations of the petition are supported by legally admissible evidence; also called a "Jurisdictional: or an "Evidentiary" hearing.
CERTIFICATION:	Generally used to refer to the process of transferring a minor's case from the juvenile court to the adult court for trial.
CHRONIC OFFENDER:	Defined as a n offender who has appeared at least on four different occasions when an adjudication for a delinquency offense occurred (this excludes dismissals, motion to show cause, traffic, probation or parole violations)
DELINQUENCY:	The commission of an illegal act by a juvenile. Increasingly used to refer only to those acts which would be crimes if committed by an adult.
DISPOSITION:	The order of a juvenile court determining what is to be done with a minor already adjudged to be within the court's jurisdiction (at an adjudicatory hearing). Analogous to the sentence in a criminal case.
DIVERSION:	Procedures for handling relatively minor juvenile problems informally, without referral to the juvenile court.
FELONY:	A serious crime, generally punishable by imprisonment in a state or federal penitentiary.
MISDEMEANOR:	A crime less serious than a felony, usually punishable by a fine or incarceration in a city or county jail, but not a state penitentiary.
STATUS OFFENSE:	The term essentially refers to non criminal misbehavior, which would not be criminal if committed by an adult (e.g., truancy, runaway, etc). The behavior is an offense only because of the minor's status as a minor.
VIOLENT OFFENDER:	When a juvenile offender has been adjudicated for one of the following offenses: aggravated robbery, robbery, felonious assault, aggravated assault, rape, felonious sexual penetration, any homicide offense.

COMPREHENSIVE STRATEGY

Extensive research over a 30 year period has identified risk factors for crime and violence. These risk factors exist within the community in which children develop, as well as within families, schools, peer groups, and within each individual. Some risk factors can be reduced, others can not. The Lucas County Comprehensive Strategy for Children and Families identified the following risk factors as being significant in our community:

Family management problems (substance abuse, delinquency, violence, teenage pregnancy, and school dropout). Poor family management practices are defined as not having clear expectations for behavior, failing to supervise and monitor children, and excessively severe, harsh, or inconsistent punishment. Children exposed to these poor family management practices are at higher risk of developing all of the health and behavior problems listed above.

Parental attitudes and involvement in problem behaviors (substance abuse, delinquency, and violence). Parental attitudes and behavior toward drugs and crime influence the attitudes and behavior of children. Children who are excused for breaking the law are more likely to develop problems with juvenile delinquency and children whose parents engage in violent behavior inside or outside the home are at greater risk for exhibiting violent behavior.

In families in which parents are heavy illegal drug or alcohol users or are tolerant of their children's use, children are more likely to become drug and alcohol abusers in adolescence. The risk is further increased if parents involve children in their drug – or alcohol-using behavior, for example, asking a child to light a cigarette or to get a beer from the refrigerator.

Academic failure beginning in late elementary school (substance abuse, delinquency, violence, teenage pregnancy, and school dropout). Beginning in the late elementary grades, academic failure increases the risk of drug abuse, delinquency, violence, teen pregnancy, and school dropout. Children fail for many reasons, but it appears that the experience of failure itself, not necessarily a lack of ability, increases the risk of problem behaviors.

Friend who engage in the problem behaviors (substance abuse, delinquency, violence, teenage pregnancy, and school dropout). Young people who associate with peers who engage in problem behaviors – delinquency, substance abuse, violent activity, sexual activity, or dropping out of school – are much more likely to engage in the same behaviors.

This association is one of the most consistent predictors that research has identified. Even when young people come from well-managed families and do not experience other risk factors, just spending time with friends who engage in problem behaviors greatly increases the risk of developing similar problems.

Early initiation of problem behaviors (substance abuse, delinquency, violence, teenage pregnancy, and school dropout). The earlier young people drop out of school, begin using drugs, commit crimes, and become sexually active, the greater the likelihood that they will have chronic problems with these behaviors later in life. Research shows, for example, that young people who initiate drug use before the age of 15 are at twice the risk of having drug problems as those adolescents who wait until after the age of 19.

THE SOCIAL DEVELOPMENT THEORY & PROTECTIVE FACTORS

The social development strategy reduces identified risk factors by enhancing known protective factors against health and behavior problems. It provides a model for addressing targeted risks in a way that enhance protection.

The social development strategy suggests that by bonding with people and institutions that promote healthy beliefs and clear standards, youth will adopt similar beliefs and standards. Bonding can provide the motivation youth need to protect themselves from exposure to risk.

Youth who feel a bond to those with healthy beliefs and clear standards do not want to behave in ways that would threaten that bond.

To promote bonding, three conditions must be met:

- Youth must have meaningful, challenging opportunities to contribute to their families, schools, peers, and communities. This makes them feel responsible and significant.
- Youth must be taught the skills they need to take advantage of the opportunities they receive. Without these skills, youth are likely to experience frustration and/or failure.
- Youth must receive recognition for their efforts. Recognition motivates youth to contribute and reinforces skillful performance.

In short, families, schools, and communities that view youth as resources and that provide youth with opportunities, skills, and recognition for making an active contribution create a protective environment for healthy development.